HOPE AND EMPOWERMENT FOUNDATION GH LBG

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LNo: NPOS/GR01/LN03083/25
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October 1st, 2026

The Head
Non-Profit Organisation Secretariat (NPOS)
Box MBO 186, Ministries
Accra, Ghana

Dear Sir/Madam,

APPLICATION FOR RENEWAL OF NON-PROFIT ORGANISATION LICENCE

On behalf of the Board of Directors and Management of Hope and Empowerment Foundation GH LBG (HEF-GH), I respectfully submit this application for the renewal of our National Non-Profit Organisation Licence.

HEF-GH is a duly registered Ghanaian non-profit organisation currently Located at Franco Estates Near Estben Guest House in the Ga North Municipality Accra is committed to poverty alleviation through sustainable human capital development, education, vocational empowerment, humanitarian assistance, youth development, women empowerment, and community transformation initiatives.

Our current licence details are as follows:

- Organisation Name: Hope and Empowerment Foundation GH LBG (HEF-GH)
- NPOS Licence Number: NPOS/GR01/LN03083/25
- Region of Operation: Greater Accra Region
- Date Issued: 07 November 2025
- Expiry Date: 06 November 2026

During the reporting period, HEF-GH has continued to operate in compliance with the Non-Profit Organisation Policy (2020), relevant directives of the Non-Profit Organisation Secretariat, and all applicable laws governing non-profit entities in Ghana.

The Foundation successfully implemented several community development and humanitarian programmes, including:

1. Mindset First – Future Ready Leader Project

- Implemented across 34 schools within the Ga North Municipality.

- Impacted over 7,119 students through leadership, mindset transformation, character development, and future-readiness education.

2. Free Vocational Empowerment Skills Training Academy (FVESTA)

- Delivered tuition-free vocational and entrepreneurship training for women and youth.

- Provided practical skills development in soap production, detergents production, fashion and design, pastries and baking, and entrepreneurship for 50 unskilled and unemployed youth and women .

3. Hope Restoration Orphanage Outreach Project

- Delivered educational materials, food items, welfare support, and humanitarian assistance to 370 vulnerable children residing in children's homes and orphanages.

4. Community Empowerment and Social Protection Interventions

- Supported vulnerable individuals and families through various educational, humanitarian, and empowerment initiatives.

In support of this renewal application, we have attached the following documents for your consideration:

1. NPO Licence Renewal Form (Filled)
2. Annual Activities Report.
3. Audited/Financial Report

4. Copy of Old Certificate

5. GRA Tax Exempt Approval letter

6. Copy of ORC Certificate

We respectfully request the renewal of our National Non-Profit Organisation Licence to enable us continue serving vulnerable populations and contributing to Ghana's social development agenda.

HEF-GH remains committed to transparency, accountability, safeguarding, good governance, and full regulatory compliance.

We would be grateful for your favourable consideration of this application.

Thank you.

Yours faithfully,

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REV. FRANCIS KOFI TAKYI ADAMS
Executive Director / CEO
Hope and Empowerment Foundation GH LBG (HEF-GH)

For and on behalf of the Board of Directors

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